Interim Formula Calculator
Budget Analysis Sheet

Introduction

The **Interim Formula Calculator Budget Analysis Sheet** should be used with the Interim Formula Calculator to model the impacts of changes in different parts of the proposed Operating Fund formula on individual Public Housing Authority (PHA) subsidy allocations. For example, a PHA might want to model what the impact would be of an increase in its Dwelling Rental Income. To model this scenario using the Interim Formula Calculator, a PHA would start by saving a new version of the already completed Interim Formula Calculator (which would serve as the baseline comparison), naming it "IFC_Dwelling Rental Income Model". The PHA would then simply change the current data in the specific Line Item in the Interim Formula Calculator. In the case of modeling an increase in Dwelling Rental Income, the PHA would increase the value of the data in **Line Item 11a Total Rent Roll** (the second blank field) to reflect the desired increase in Dwelling Rental Income. The PHA would then go to the **Subsidy Summary** worksheet to view the impact of this increase in Dwelling Rental Income on the PHA's Operating Fund Subsidy Eligibility.

Included in this Budget Analysis Sheet are several scenarios that a PHA may want to model. There may be other scenarios PHAs wish to model that are not included in this Budget Analysis sheet. Therefore, PHAs should feel free to use the Interim Formula Calculator at their discretion to model whichever scenarios they deem appropriate for their budgeting process. The following is a list of scenarios included in the Budget Analysis Sheet:

- Increase or Decrease in Dwelling Rental Income
- Increase or Decrease in Number of Occupied Units

IMPORTANT NOTE:

The Interim Formula Calculator, and the related documentation, including this Budget Analysis Sheet, are NOT intended to be used as a substitute for any current HUD or Performance Funding System forms or systems, or current Operating Fund budget processes. Subsidy amounts estimated in the Interim Formula Calculator are not guaranteed, nor is HUD committed to allocating the amount estimated. The use of Interim Formula Calculator is strictly as a budget *planning* tool.

<u>Increase or Decrease in Dwelling Rental Income:</u>

1. Open the Interim Formula Calculator file that has been previously completed by your PHA, i.e. OpSub_AL0010012000 (if the naming conventions of the <u>How to Use the Interim Formula Calculator</u> guide were followed by the user that created the file). If the Interim Formula Calculator has not been previously completed, please refer to the <u>How to Use the Interim Formula Calculator</u> guide for instructions on how to complete the Interim Formula Calculator.

2. To create a new file to be used for modeling, and keep the Interim Formula Calculator file previously completed by your PHA (i.e. OpSub_AL0010012000) as a baseline comparison for subsequent scenario modeling, you must save it as a different filename. To save it as a different file name, go to the <u>F</u>ile menu, select Save <u>A</u>s.

3. Save the new file in the following format to the drive you prefer to run the Dwelling Rental Income Model:
    IFC_Dwelling Rental Income Model

4. Depending on how the original Interim Formula Calculator file was saved, any of the worksheets in the Interim Formula Calculator may be visible when the Calculator is opened. If the **Subsidy Calculator** worksheet is not visible, navigate through the Interim Formula Calculator using the appropriate buttons until the **Subsidy Calculator** worksheet appears.

5. Go to **Part C. Dwelling Rental Income**. Enter new data in the second blank field of Line 11a Total Rent Roll as of, either increasing or decreasing the current value in the field.

6. Click the $\boxed{\textbf{HERE}}$ button at the bottom of the **Subsidy Calculator** worksheet to proceed to the **Subsidy Summary** worksheet.

    $\boxed{\text{Click } \boxed{\textit{HERE}} \text{ to see Subsidy Summary worksheet.}}$

7. Review the **Subsidy Summary** worksheet to see the changes in subsidy resulting from an increase or decrease in Dwelling Rental Income.

<u>Increase or Decrease in Number of Occupied Units:</u>

1. Open the Interim Formula Calculator file that has been previously completed by your PHA, i.e. OpSub_AL0010012000 (if the naming conventions of the <u>How to Use the Interim Formula Calculator</u> guide were followed by the user that created the file). If the Interim Formula Calculator has not been previously completed, please refer to the <u>How to Use the Interim Formula Calculator</u> guide for instructions on how to complete the Interim Formula Calculator.

2. To create a new file to be used for modeling, and keep the Interim Formula Calculator file previously completed by your PHA (i.e. OpSub_AL0010012000) as a baseline comparison for subsequent scenario modeling, you must save it as a different filename. To save it as a different file name, go to the <u>F</u>ile menu, select Save <u>A</u>s.

3. Save the new file in the following format to the drive you prefer to run the Occupancy Model: **IFC_Occupancy Model**

4. Depending on how the original Interim Formula Calculator file was saved, any of the worksheets in the Interim Formula Calculator may be visible when the Calculator is opened. If the **Subsidy Calculator** worksheet is not visible, navigate through the Interim Formula Calculator using the appropriate buttons until the **Subsidy Calculator** worksheet appears.

5. Go to **Part C. Dwelling Rental Income**. Enter new data in Line 11b Number of Occupied Units as of Rent Roll Date, either increasing or decreasing the current value in the field.

6. Click the ☐ **HERE** ☐ button at the bottom of the worksheet to proceed to the **Subsidy Summary** worksheet.

   Click **HERE** to see Subsidy Summary worksheet.

7. Review the **Subsidy Summary** worksheet to see the changes in subsidy resulting from an increase or decrease in the Number of Occupied Units.